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professional education of secondary school teachers

summer courses 1971
full-year courses 1971-72

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Admission to Colleges and
Faculties of Education

circular 43

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Ontario Colleges of Education

Althouse College of Education
The University of Western Ontario
London, Ontario

The College of Education
University of Toronto
371 Bloor Street West
Toronto 5, Ontario

McArthur College of Education
Queen's University
Kingston, Ontario

Faculties of Education

Lakehead Faculty of Education
Lakehead University
Thunder Bay, Ontario

Teacher Education Section
Faculty of Education
University of Ottawa
Ottawa, Ontario

For Department of Education Summer Courses
see General Announcement Summer Courses 1971

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PART 1

Admission to the Teaching Profession in Ontario

General Requirements

A candidate for admission to a course at a college or faculty of education leading to secondary teacher certification in Ontario shall be a Canadian citizen or have the status of a Landed Immigrant and produce evidence of a negative tuberculin test reading or chest X-ray taken within the preceding year.

A candidate whose native language is other than English or French may be required to meet a special committee to produce evidence of facility in one of these languages.

Basic Requirements for Admission to Winter Courses at Colleges and Faculties of Education Leading to Secondary School Teacher Certification

Academic Qualifications for the Interim High School Assistant's Certificate, Type B

Candidates for the Interim High School Assistant's Certificate, Type B, shall have an approved university degree, with at least 45 academic credits[1] subsequent to Grade 13, or equivalent. This degree should have the appropriate concentration to support the choice of options.

In this program two teaching options shall be chosen. The policy governing the selection of options varies somewhat from one institution to another. Details of programs offered in a specific college or faculty are available in the calendar of the college or faculty upon direct enquiry addressed to the institution concerned.

Colleges and Faculties Offering Academic Programs

The following colleges and faculties of education offer the regular programs providing instruction and practice teaching leading to the Interim High School Assistant's Certificates, Type B and Type A:

Althouse College of Education, The University of Western Ontario;

The College of Education, University of Toronto;

McArthur College of Education, Queen's University;

The Faculty of Education, Lakehead University;

Teacher Education Section, The Faculty of Education, University of Ottawa.[2]

1. The definition of a credit is derived from the basic assumption that there are approximately 60 credits in a four-year course. From this it follows that 15 credits is equivalent to a university year, and a credit may be defined as one-fifteenth of a university year.

2. For French-speaking students.

Colleges and Faculties Offering Vocational and Occupational Programs

Althouse College of Education, McArthur College of Education and The College of Education, University of Toronto, will, in 1971, offer programs leading to the Interim Vocational Certificates, Type B and Type A.

Althouse College of Education and The College of Education, University of Toronto, will, in 1971, offer programs leading to the Interim Occupational Certificates, Type B and Type A (Practical Subjects).

Industrial Arts Programs

Programs leading to the Interim Intermediate and Specialist Certificates in Industrial Arts will be offered at The College of Education, University of Toronto, only.

Notes — Details of programs offered by each college or faculty and conditions of admission are stated in the calendars of the respective institutions. Applications should be addressed to the institution that the candidate plans to attend.

For information regarding courses leading to additional certificates in certain subjects, consult the calendars of the colleges or faculties of education.

Academic Qualifications for the Interim High School Assistant's Certificate, Type A

Candidates entering this program must hold an approved degree after a four-year university course following Ontario Grade 13, or equivalent, and graduation with at least second class standing. At least 60 university credits are required.

For further information about this program, an applicant should write to the registrar of the college or faculty of education concerned.

Basic Requirements for Admission to Summer Courses at Colleges and Faculties of Education Leading to Secondary School Teacher Certification

Interim High School Assistant's Certificate, Type B

During the summer of 1971, the following sessions leading, upon completion of the full program, to an Interim High School Assistant's Certificate, Type B, will be offered.

The Initial Summer Session for 'Mature Students'

English-speaking students

The first session of a two-summer sequence for 'mature students' will be offered for English-speaking students at McArthur College of Education, Queen's University, Kingston.

Eligibility — A candidate seeking admission as a mature student must hold an approved university degree which includes acceptable standing in at least two teaching options, one of which shall be Art, English, French, Geography, Biology, Chemistry, Physics, Mathematics, Physical and Health Education, or Business and Commerce.

Note — The initial session of this Summer Program for Mature Students will not be offered in 1972; the completing session only will be given in that year.

French-speaking students

The first session of a two-summer sequence for mature students will be offered for French-speaking students at the Teacher Education Section, Faculty of Education, University of Ottawa, Ottawa.

Eligibility — A candidate seeking admission as a mature student must hold an approved university degree which includes acceptable standing in at least two teaching options.

Definition of 'mature student' — To qualify as a 'mature student' a candidate will be required to meet the following conditions:

- have an approved university degree,

- have reached his 26th birthday by September 1, 1971, and
- have a contract from an employing board to teach the secondary school grades in Ontario during the academic year 1971-72.

A student who successfully completes the initial session of this course will qualify for a Temporary Secondary School Certificate (T.S.S.) valid for the year of issue in the secondary schools of Ontario.

Applications with documents proving eligibility should be sent as early as possible to:

English-speaking students

The Registrar,
McArthur College of Education,
Queen's University,
Kingston, Ontario.

French-speaking students

Le Secrétariat,
Formation des Enseignants,
Faculté d'Education,
Université d'Ottawa,
1245 Avenue Kilborn,
Ottawa, Ontario.

The Special Summer Program for Territorial Districts

The Initial Session of a special two-summer sequence will be offered in 1971 by the Faculty of Education, Lakehead University, Thunder Bay, Ontario.

Eligibility — To this course will be admitted a university graduate with an approved degree, who holds a contract with a school board and will teach for two years in a secondary school in a Territorial District of Northern Ontario.

Applications with documents proving eligibility should be sent as early as possible to:

Dr. J. T. Angus,
Dean,
The Faculty of Education,
Lakehead University,
Thunder Bay, Ontario.

Continued

Note — The initial session of this Summer Program for Territorial Districts will not be offered in 1972; the completing session only will be offered in that year.

The Completing Summer Sessions for the Mature Student Program and The Special Summer Program for Territorial Districts

Course content — A special Completing Session of seven weeks, consisting of the professional (foundation) subjects offered by the college or faculty and further study in the two optional subjects taken in the Initial Session, will be given in the summer of 1971.

Eligibility — This program will be available to candidates who have completed successfully the initial eight-week summer program of 1970 or earlier, have taught satisfactorily during a complete school year on a Temporary Secondary School Certificate and have been recommended by the principal and the director of education concerned.

Candidates will attend the Completing Session in the same centre in which they were in attendance at the Initial Session in 1970.

Dates of course — The Completing Program will begin on July 5 and end on August 20.

Information regarding application — Applications for candidates who obtained Temporary Secondary School Certificates in 1970 will be submitted to the Registrar of the Department of Education through the principals of the secondary schools on Form 901 in April. Candidates who qualified for Temporary Secondary School Certificates prior to 1970 should apply to the Registrar of the Department of Education before May 15, 1971, for admission. Candidates wil receive notice of acceptance about May 30.

Program for Teachers with Professional Education (Professional Six-week Course)

Eligibility — Candidates for this course must have the requirements for admission to the High School Assistant's Course, Type B, and

(a) who, after failing a Completing or One-year Program at a college of education, have been given permission to attend this program with a change of option, or

(b) who hold an Ontario Interim Elementary School Teacher's Certificate, Standard 4, and wish to take an orientation course in preparation for teaching at the secondary level, or

(c) who hold a Permanent Elementary School Teacher's Certificate, Standard 4, and who do not have a contract with a secondary school board, or

(d) who have the academic standing necessary to qualify for a Letter of Standing having the force of an Interim High School Assistant's Certificate, Type B, and a teaching certificate valid in the secondary schools of a jurisdiction outside Ontario, but whose teacher-training does not meet the requirements for Ontario certification, or

(e) who are eligible for a Secondary School Letter of Standing and wish to familiarize themselves with the Ontario school system.

English-speaking students

Course content — A program for English-speaking students, of six weeks' duration, consisting of Administration and Professional Practice, two courses in Educational Theory and an appropriate pattern of two secondary school options will begin on July 5 and end August 13.

Location of course — This program will be offered at The College of Education, Toronto.

French-speaking students

Course content — A comparable program for French-speaking students, of six weeks' duration, will begin on July 5 and end on August 13.

Location of course — This program will be offered at the Teacher Education Section, Faculty of Education, University of Ottawa.

Continued

Notes — Business and Commerce may be chosen by candidates as a double option only in one of the following fields: Accountancy, Marketing, or Secretarial. Candidates must qualify in either Bookkeeping or Shorthand through university credits, four-year commercial high school courses or by passing tests on the opening date of the program. Some previous skill in typing is essential.

A person who holds a Letter of Standing having the force of an Interim High School Assistant's Certificate, Type B, or who has a contract with a school board to teach in a secondary school and holds a Permanent Ontario Elementary School Teacher's Certificate, Standard 4, is not required to take further training for certification but may enrol in this course as a visitor to become more familiar with the methods in the subjects that he expects to teach in the secondary schools of Ontario.

Interim Vocational Certificate, Type B

The first seven-week summer session of a two-summer sequence leading to an Interim Vocational Certificate, Type B, will be offered in 1971 at Toronto only for English-speaking students, and at Ottawa for French-speaking students.

Eligibility — To this course may be admitted candidates who:

- have Ontario Grade 12 standing, or equivalent, as approved by the college of education concerned; and
- present satisfactory evidence of having had the prescribed recent practical trade experience, normally seven years at least two years of which shall have been in Canada in the field for which they seek professional training; and
- will successfully complete the appropriate Technical Proficiency Examination between the initial and completing summer sessions.

These examinations are administered by the Director of Technical Proficiency Evaluation and are held at intervals at various centres during the year. They are designed to determine whether the candidate has sufficient knowledge and skills in the subject for which he seeks certification.

Information booklets containing the subject outline, typical theory questions, typical practical questions, and reference textbook lists are obtainable from the colleges of education or from the office of the:

Director,
Technical Proficiency Evaluation for the
Colleges and Faculty of Education,
Queen's University,
Kingston, Ontario.

- will hold the appropriate Department of Labour Licence, if required; and
- show evidence of being engaged by a board to teach in a secondary school during the academic year 1971-72.

Successful completion of a degree offered by a university or a diploma offered by a College of Applied Arts and Technology, or Ryerson Polytechnical Institute, or equivalent, may be applied to reduce the number of years of acceptable wage-earning experience required for admission to courses leading to vocational teaching certificates, as indicated below:

- four-year Architecture, Engineering, Nursing, or equivalent degree, as approved by the college of education concerned, plus two years of approved wage-earning experience; or
- three-year C.A.A.T. or Ryerson diploma, or equivalent, plus three years of approved wage-earning experience; or
- two-year C.A.A.T. or Ryerson diploma, or equivalent, plus five years of approved wage-earning experience; or
- one year of C.A.A.T. or Ryerson diploma, or equivalent, plus six years of approved wage-earning experience; or
- Grade 12 Diploma with an acceptable major in a vocational subject, plus six years of approved wage-earning experience; or
- Grade 12 or equivalent, as approved by the college of education concerned, plus seven years of acceptable wage-earning experience.

Notes — Grade 12 standing is required for admission to the diploma course concerned.

Continued

The course content, the diploma designation and the wage-earning experience will be related (deal with the same technical area).

Any reduction in the number of years of wage-earning experience required will be made on the basis of the highest diploma held by the candidate.

Candidates will take the Technical Proficiency Examinations when requested.

Food Administration and Fashion Design

Graduates of the Food Administration Course or the Course in Fashion and Design of Ryerson Polytechnical Institute, or equivalent, or of any other approved institution who, subsequent to their graduation, have had three years of approved industrial experience will, upon applying, be admitted to the above program.

For detailed information regarding qualifications and experience required for admission to courses leading to vocational certification for:

Food and Nutrition,
Nursing Assistants,
Dental Assistants, and
Textiles and Clothing,

apply to:

The Director,
Technical and Industrial Arts Department,
The College of Education,
371 Bloor Street West,
Toronto 181, Ontario.

or

The Associate Registrar,
Althouse College of Education,
The University of Western Ontario,
1137 Western Road,
London, Ontario.

Notes — The initial session of this summer program for the training of secondary school vocational teachers will not be offered in 1972; the completing session only will be offered in that year.

For information concerning programs for French-speaking teachers leading to the Interim Vocational Certificate, Type B, write to:

Le Secrétariat,
Formation des Enseignants,
Faculté d'Education,
Université d'Ottawa,
1245 Avenue Kilborn,
Ottawa, Ontario.

Interim Occupational Certificate, Type B

For Candidates without Approved Professional Training

Location and dates of occupational training course — The first seven-week summer session of a two-summer sequence leading to an Interim Occupational Certificate, Type B (Practical Subjects) will be offered in 1971 at Toronto, commencing July 5 and ending August 20.

Eligibility — To this course may be admitted candidates who:

- have Ontario Grade 12 standing, or equivalent, as approved by the college of education concerned; and
- shall present satisfactory evidence of having had the prescribed recent practical trade experience, normally seven years at least two years of which shall have been in Canada in the field for which they seek professional training; and
- will successfully complete the appropriate Technical Proficiency Examinations between the initial and completing summer sessions.

These examinations are held at intervals during the year. They are designed to determine whether the candidate has sufficient knowledge and skills in the subjects for which he seeks certification.

Information booklets containing the subject outline, typical theory questions, typical practical questions, and reference textbook lists are obtainable from the colleges of education or from the office of the:

Director,
Technical Proficiency Evaluation for the
Colleges and Faculty of Education,
Queen's University,
Kingston, Ontario.

Continued

- show evidence of being engaged by a board to teach practical subjects in the occupational program in a secondary school during the academic year 1971-72.

Note — The initial session of this summer program for the training of secondary school occupational teachers (practical subjects) will not be offered in 1972; the completing session only will be offered in that year.

For Candidates with Approved Professional Training

Location and dates of occupational training course — A six-week program commencing July 5 and ending August 13 (two weeks for each subject) leading to the Interim Occupational Certificate, Type B (Practical Subjects) will be offered in Toronto only, if sufficient numbers of candidates apply.

Courses available — The following subjects will be available: Care of the Sick and Family Care; Custodial Services; Electrical Appliance Repair; Food Preparation and Hygiene; Painting and Decorating; Personal Grooming; Retail Sales; Rough Carpentry; Service Station Operation; Sewing and Alterations; Small Engines; Trowel Trades; Waiter and Waitress Training; and Welding.

Eligibility — Candidates for this program must meet the general admission requirements and in addition:

- hold an Interim or Permanent Elementary School Teacher's Certificate and have three years of related industrial experience, or
- hold an Interim or Permanent Elementary School Teacher's Certificate and an Intermediate Home Economics Certificate, or
- hold an Interim or Permanent Elementary School Teacher's Certificate and an Intermediate Industrial Arts Certificate, or
- hold an Interim Vocational Certificate, Type B, or
- have standing in all professional courses leading to an Interim Vocational Certificate, Type B, and not less than 40% average on the Technical Proficiency Examinations and have had approved practical experience in three occupational or service trade areas, and

- have a contract to teach occupational (practical) subjects for the following school year.

Requirements for certification — Before candidates for the above-mentioned program may be recommended for certification, they:

- will be required to pass two Technical Proficiency Examinations when requested, and
- will submit acceptable Subject Analyses, Courses of Study, Shop Plans, and Equipment Lists.

Note — Candidates who do not have the necessary work experience will be required to take a second six-week program of practical subjects.

Interim Commercial-Vocational Certificate, Type B

Vocational Teachers of Commercial Subjects (C2)

Commercial-Vocational Courses of a two-summer sequence will be offered at Toronto in 1971, commencing July 5 and ending August 6. These courses lead to the Interim Commercial-Vocational Certificate, Type B, valid in any secondary school for teaching only those commercial subjects named on the certificate.

Eligibility — Graduates of an accredited university with standing acceptable to the Dean who are not eligible for the High School Assistant's program may qualify for admission to any one of the courses offered.

Graduates of the three-year Secretarial Science Diploma Course at the Ryerson Polytechnical Institute or of a program having equivalent content and standard may qualify for admission to the Typewriting, Office Practice and Shorthand courses.

Applicants must submit evidence that they have obtained a contract with a school board to teach in a secondary school those business subjects for which they receive certification upon successful completion of this course.

Teaching options — Applicants proceeding toward an Interim Commercial-Vocational Certificate, Type B, may choose one of the following courses:

Continued

Typewriting and Office Practice; Typewriting, Office Practice and Shorthand.

The course followed determines the skills or subjects for which the certificate is valid in a secondary school.

Subjects of certification — Applicants who select the Typewriting and Office Practice course will be certified to teach Typewriting, Grades 9 and 10, and Office Practice. These teachers may also be certified for other related subjects.

Teachers who select the Typewriting, Office Practice and Shorthand courses will be certified to teach these three subjects and may also be certified to teach related subjects.

Qualifying examinations — Applicants for any of these courses may be required to try qualifying examinations in the field of their choice at the option of the Admissions Committee. All applications for these courses must be received prior to May 28.

Qualifications for permanent certificate — Applicants who are accepted for these courses and who, after one year's successful teaching, complete a second summer course in 1972 will be granted an Interim Commercial-Vocational Certificate, Type B (subjects named), valid for five years.

A Permanent Commercial-Vocational Certificate (subjects named) may be issued after two years of teaching experience if the quality of the teacher's work has been satisfactory and he has completed eight full courses toward an approved university degree. Upon completion of the degree, teachers may apply to the Department of Education for an Interim High School Assistant's Certificate, Type B, and will be eligible to proceed towards Commercial Specialist status.

Detailed information regarding this course, as well as information regarding examinations, should be obtained from:

The Director,
Business and Commerce Department,
The College of Education,
371 Bloor Street West,
Toronto 181, Ontario.

Candidates are advised to obtain from the College a statement of eligibility for admission before a contract is made with a school board.

Vocational Teachers of Commercial Subjects (C3)

English-speaking students

Parts I, II and III of Commercial-Vocational Courses of a three-summer sequence will be offered in 1971 at Toronto, and Part III at Ottawa, if sufficient numbers apply, commencing July 5 and ending August 6.

These courses which lead to an Interim Commercial-Vocational Certificate, Type B, valid in any secondary school for teaching only the commercial subjects named on the certificate, offer preparation in methodology for the subjects of Typewriting, Office Practice, Shorthand, and Marketing, but not for Bookkeeping or Accounting.

French-speaking students

Part I of Commercial-Vocational Courses of a three-summer sequence will be offered at the Teacher Education Section, Faculty of Education, University of Ottawa.

Limitations of Commercial-Vocational Certificates — Teachers of Business and Commerce subjects who are proceeding to Commercial-Vocational certificates in limited fields of commercial work shall not be asked to teach other commercial subjects for which they have no background or training. It is essential that these teachers be given a clear understanding of the subjects for which they will be responsible on a full-time basis before contracts are signed.

If a school is unable to obtain the services of at least one teacher who is fully qualified in Business and Commerce subjects and who holds a High School Assistant's Certificate, it must not introduce Grade 10 of the Business and Commerce Branch.

Eligibility — To these five-week courses may be admitted applicants who submit the following:

- an Ontario Secondary School Honour Graduation Diploma or equivalent, and
- a statement satisfactory to The College of Education from an employer or employers that the applicant has

Continued

had at least five years of acceptable office or merchandising experience, and

- evidence that the applicant has passed the required qualifying examinations in Shorthand, Typewriting or Marketing, and
- evidence that the applicant has obtained a contract with a school board to teach in a secondary school those business subjects in which he has passed the qualifying examinations.

Note — Graduates of the Marketing Management or Retail Administration options of the three-year course at Ryerson Polytechnical Institute must submit similar statements testifying to at least two years of acceptable office or merchandising experience subsequent to graduation from Ryerson Polytechnical Institute.

Teaching options — Applicants proceeding toward an Interim Commercial-Vocational Certificate, Type B, may choose one of the following courses:

Typewriting and Office Practice;
Typewriting, Office Practice and Pitman Shorthand;
Marketing.

The course taken determines the skills or subjects for which the certificate is valid in a secondary school.

Subjects of certification — Applicants who select the Typewriting and Office Practice course may be certified to teach other related subjects.

Teachers who select the Typewriting, Office Practice and Shorthand course may be certified to teach these three subjects and may also be certified to teach related subjects.

Applicants who select the Marketing course may be certified to teach Retail Merchandising, Grades 9 and 10, and Marketing, Grades 11 and 12, and may be certified to teach related subjects in the marketing field.

Examination regulations — In March, April and May qualifying examinations will be offered for English-speaking candidates at The College of Education, Toronto, and for French-speaking candidates at the Teacher Education Section, Faculty of Education, University of Ottawa.

Prior arrangements for writing the examinations must be made through The College or Faculty of Education concerned. Special arrangements may be made prior to May 15 to write examinations in designated examination centres outside Toronto or Ottawa. No qualifying examinations will be offered after May 29, 1971.

Progression towards permanent certification — If the applicant is successful in the summer courses and in teaching, the employing board will not be required to advertise the position during the teacher's second year of teaching. After the third summer course the successful candidate will receive an Interim Commercial-Vocational Certificate, Type B (subjects named). This certificate will be valid for five years.

A Permanent Commercial-Vocational Certificate (subjects named) may be issued after two years of experience if the quality of the teacher's work has been satisfactory and the teacher has completed eight full courses toward an approved university degree. Upon award of his degree, the teacher may apply to the Department of Education for an Interim High School Assistant's Certificate, Type B, and will be eligible to proceed toward Commercial Specialist status.

Detailed information regarding this course as well as information regarding examinations may be obtained from:

English-speaking candidates

The Director,
Business and Commerce Department,
The College of Education,
371 Bloor Street West,
Toronto 181, Ontario.

French-speaking candidates

Le Secrétariat,
Formation des Enseignants,
Faculté d'Education,
Université d'Ottawa,
1245 Avenue Kilborn,
Ottawa, Ontario.

Candidates are advised to obtain from The College or Faculty concerned a statement of eligibility for admission before a contract is made with a school board.

Further Summer Sessions in Vocational, Occupational and Commercial-Vocational Programs

In 1971, completing seven-week programs in subjects leading to an Interim Vocational Certificate, Type B, will be given in Toronto for English-speaking candidates, and in Ottawa for French-speaking candidates. Completing seven-week professional programs in occupational subjects leading to an Interim Occupational Certificate, Type B (practical subjects) will be given in Toronto in 1971.

These courses will commence on July 5 and end on August 20.

Candidates who, in 1970, completed successfully the first Vocational, Occupational, Commercial-Vocational summer programs and who have taught satisfactorily in their fields of certification during the complete school year 1970-71 may be recommended by the principal and director of education concerned for the second summer program in 1971.

Business and Commerce Programs leading to Intermediate and Specialist Certificates

Eligibility — The Specialist course is open only to the holders of High School Assistant's Certificates. For final dates of acceptance of applications see the calendars of the colleges concerned.

Available courses and location — Summer Programs leading to the Intermediate and Specialist Certificates in Accountancy, Data Processing, Marketing and Secretarial will be offered at London, Toronto and Ottawa[3] for teachers who hold an Interim High School Assistant's Certificate or, in the case of the Intermediate Certificate course, an Interim Elementary School Teacher's Certificate.

3. For French-speaking candidates.

Guidance Summer Program

Courses in Guidance, Part I, Part II, Part III and Part IV, formerly offered by the Professional Development Section of the Department of Education will be offered, beginning in the summer of 1971, by McArthur College of Education, Queen's University, Kingston; College of Education, University of Toronto; Althouse College of Education, University of Western Ontario, London; and the Teacher Education Section, Faculty of Education, University of Ottawa.

For details of these courses, an applicant should write to the registrar of the college or faculty concerned.

Home Economics Summer Program

English-speaking students

Discontinuance of seminar for graduates -- The summer seminar leading to the Intermediate Certificate for graduates with university courses in Home Economics will not be given at The College of Education, University of Toronto, in 1971.

Candidates with E.S.T. Certificates -- A candidate with an elementary school teaching certificate who has already completed successfully Parts I, II and III of the former four-summer sequence, or who has completed Part I or II of the revised three-summer sequence may complete requirements for the Intermediate Certificate in Home Economics according to the following schedule of courses to be offered at The College of Education, Toronto:

Year	Former Program	Revised Program
1971	Part IV	Parts II and III
1972		Part III

Discontinuance of courses at The College of Education, Toronto -- These courses will not be given after 1972. Teachers without a university Home Economics background, who wish to qualify to teach Home Economics, may do so by taking five full-credit, approved university courses followed by one summer seminar at The College of Education, University of Toronto. This summer seminar will be given only when suitable numbers of qualified candidates apply.

Continued

French-speaking students

French-speaking students holding a basic teaching certificate who wish to qualify to teach Home Economics should write to the Associate Dean, Teacher Education Section, Faculty of Education, University of Ottawa.

Industrial Arts Summer Programs

Programs Leading to the Elementary Certificate in Industrial Arts

The following programs will be offered at Toronto only:

Revised program — A revised program of two seven-week courses will replace the former program of three five-week courses.

Dates of course — Part I and Part II will be offered from July 5 to August 20, 1971. Part III of the former five-week program will be offered in 1971 from July 5 to August 6.

Part I

Eligibility — To Part I may be admitted a teacher who holds a certificate or a Letter of Standing qualifying him to teach in an elementary or secondary school in Ontario.

Part II

To Part II may be admitted a candidate who has successfully completed Part I of the revised program.

Part III

To Part III may be admitted a candidate who has successfully completed Part II of the former five-week program.

Candidates will be able to complete requirements for this certificate according to the following schedule:

Year	Former Program	Revised Program
1971	Part III	Parts I and II
1972		Parts I and II

Program for the Interim Supervisor's Certificate in Industrial Arts

This program has been discontinued.

Program for the Interim Intermediate Certificate in Industrial Arts

Part II will not be offered in 1971.

Parts I and III will be offered from July 5 to August 6, 1971.

Part I

Eligibility — To Part I may be admitted a teacher who has completed successfully Parts I and II of the Elementary Industrial Arts summer program and Part I of the Industrial Arts Supervisor's summer program, or has successfully completed Parts I, II and III of the Elementary Industrial Arts summer program.

Part III

To Part III may be admitted a candidate who has successfully completed Part II of the Intermediate program.

Note — For those candidates who can meet the admission requirements, Part I is offered in 1971 for the last time, provided that a sufficient number of candidates apply.

Candidates will be able to complete requirements for the Interim Intermediate Industrial Arts Certificate through the summer program according to the following schedule:

Year	Courses Offered
1971	Parts I and III
1972	Part II
1973	Part III

Programs Leading to the Interim Specialist Certificate in Industrial Arts

Location and date of course — Parts I, II and III of the three-summer sequence will be offered at The College of Education, Toronto, July 5 to August 6, 1971.

Part I

Eligibility — To Part I may be admitted a candidate who:

- holds an Interim Intermediate Industrial Arts Certificate, and

Continued

- has taught Industrial Arts successfully for one year subsequent to obtaining the Intermediate Certificate, as confirmed by the superintendent concerned, and
- has seven grade 13 credits (two of which shall be English or français) or equivalent as approved by the college of education concerned.

Note — Beginning in 1972, an average of B standing will be required for admission to this program.

Part II

To Part II may be admitted a candidate who has passed Part I.

Part III

To Part III may be admitted a candidate who has passed Part II.

Further information and application forms may be obtained from:

The Director,
Technical and Industrial Arts Department,
The College of Education,
371 Bloor Street West,
Toronto 181, Ontario.

Physical and Health Education Summer Programs

Secondary schools

For teachers who hold a basic secondary school teacher's certificate, six-week programs, commencing July 5 and ending August 13, leading to Intermediate and Specialist Certificates in Physical and Health Education will be offered as follows:

Althouse College of Education, London — Specialist Certificate Course.

McArthur College of Education, Kingston—Intermediate Part II Certificate Course; Specialist Certificate Course.

The College of Education, Toronto—Intermediate Parts I and II Certificate Courses; Specialist Certificate Course.

Teacher Education Section, University of Ottawa (French-speaking candidates) — Intermediate Parts I and II Certificate Courses; Specialist Certificate Course.

Elementary schools

Five-week courses in Physical and Health Education, Elementary, Intermediate and Supervisor's, formerly offered by the Professional Development Section of the Department of Education for teachers holding a basic elementary school teacher's certificate, will be offered, beginning in the summer of 1971, at the four institutions listed above.

School Librarianship Summer Programs

The following six-week programs will be offered commencing July 5 and ending August 13:

Intermediate, Part I

Part I of a two-summer sequence leading to the Intermediate Certificate in School Librarianship will be offered for English-speaking candidates at McArthur College of Education, Queen's University, Kingston; and for French-speaking candidates at the Teacher Education Section, University of Ottawa.

Eligibility — To Part I will be admitted candidates who hold an Interim High School Assistant's Certificate and submit evidence of at least one year of successful teaching experience in an Ontario school.

Intermediate, Part II

Part II of a two-summer sequence leading to the Intermediate Certificate in School Librarianship will be offered for English-speaking candidates at Althouse College of Education, University of Western Ontario, London; and for French-speaking candidates at the Teacher Education Section, University of Ottawa.

Eligibility — To Part II will be admitted candidates who have successfully completed Part I, and have submitted evidence of at least one year of successful library experience subsequent to completion of Part I.

Specialist Certificate

The program leading to the Specialist Certificate in School Librarianship will be offered for English-speaking candidates at The College of Education, Toronto; and for French-speaking candidates at the Teacher Education Section, University of Ottawa.

Continued

Eligibility — To this course may be admitted candidates who hold a High School Assistant's Certificate and an Intermediate Certificate in School Librarianship and submit evidence of at least one year of successful school library experience subsequent to completion of Part II.

Further details regarding this course are available from The College or Faculty of Education concerned.

Note — The Elementary School Librarians Courses, Intermediate Parts I and II, will be offered at the Teacher Education Section, University of Ottawa for French-speaking candidates only.

PART 2

Instructions for Prospective Applicants for an Initial Summer Session

Procedure of Applicant

Applicants who wish to attend an Initial Summer Session of a college or faculty of education should apply as early as possible to the college concerned for a Statement of Provisional Acceptance submitting:

- an official transcript of courses,
- a birth certificate, and

in the case of a candidate wishing to attend a vocational summer course,

- letter(s) from employer(s) giving evidence of years of employment or experience other than as a student.

Application to a board — Upon receipt of a Statement of Provisional Acceptance issued for the 1971 session, a candidate may apply to a school board for a position.

Submission of documents by board to Registrar — The board will complete a Details of Employment Form (Form 704) supplied by the Department of Education, and will send the completed form of the Details of Employment to the Registrar of the Department of Education.

Submission of contract — The candidate will forward to the college or faculty of education a copy of the signed contract or official Acceptance of Position document.

Issuance of Letter of Approval — When the Registrar of the Department of Education has received from a board a completed Details of Employment Form, a Letter of Approval for the applicant's employment will be sent to the board.

Admission to college or faculty — When all admission requirements are met, the college or faculty will grant final admission.

Summary of Procedure

Initiator of Action

The candidate: As early in the year as possible an eligible candidate applies to the college or faculty of his choice for a Statement of Provisional Acceptance.

The college or faculty: College or faculty issues Statement of Provisional Acceptance.

The candidate: On receipt of Statement of Provisional Acceptance, candidate applies to board for position.

The board: Board grants candidate signed contract (or official Acceptance of Position document). Board sends Details of Employment Form (Form 704) to Registrar of Department of Education.

The candidate: The candidate sends copy of Contract or official Acceptance of Position document to the college or faculty.

Department of Education: The Department sends a Letter of Approval to the Board.

The college or faculty: The college or faculty grants final admission.

PART 3

Type A Seminar Summer Programs

Type A Seminars Academic

Procedure for Type A Ruling

Candidates who are eligible, in accordance with programs listed in Circular 649, and wish to qualify for Type A certification should submit their university transcripts to the Director, Committee on Advanced Standing, of the college of their choice, for Type A ruling. (See pages 31 and 32.)

Eligibility — A summer program of six weeks commencing on July 5 and ending August 13 will be offered for teachers who:

- hold an Interim High School Assistant's Certificate, and
- possess the necessary academic qualifications to obtain an Interim High School Assistant's Certificate, Type A, (as outlined in Circular 649), and
- have been recommended for attendance at a Type A seminar by the director of education concerned on the basis of their competence in their subject(s) of specialty, demonstrated in a classroom of an Ontario secondary school as a teacher of Type A subject(s).

Late applications — Any applications for attendance at a Type A Seminar that reach the colleges after April 1, 1971, will be considered late applications and will be subject to the policy regarding late applications in effect at the university of which the college is a part.

Type A Seminars offered in 1971
(Subject to sufficient registration)

	Althouse College of Education, London	The College of Education, Toronto	McArthur College of Education, Kingston	Teacher Education Section, Faculty of Education, University of Ottawa
Biology	●	●	●	
Chemistry	●	●	●	
Chemistry and Biology	●	●	●	
Classics (Latin and Greek)		●		
Economics		●		
education physique et hygiéne				●
English	●	●	●	
English and Drama			●	
English and French	●	●	●	
English and German		●		
English and History	●	●	●	
English and Latin		●		
English and Spanish		●		
français				●
français et histoire				●
français et latin				●
French	●	●	●	●
French and anglais				●
French and German		●		
French and Italian		●		
French and Spanish		●		
géographie				●
Geography	●	●	●	
Geology		●		
histoire				●
History	●	●	●	
Home Economics		●		
Italian and Latin		●		

Continued

	Althouse College of Education, London	The College of Education, Toronto	McArthur College of Education, Kingston	Teacher Education Section, Faculty of Education, University of Ottawa
Latin		●		
latin (langues et civilisation)				●
Latin and French		●		
Latin and Greek		●		
Mathematics	●	●	●	
mathématiques				●
Mathematics and Physics	●	●	●	
Music		●		
Physical and Health Education	●	●	●	
Physics	●	●	●	
Physics and Biology	●	●	●	
Physics and Chemistry	●	●	●	
Political Science		●	●	
Political Science and Economics		●		
Psychology		●		
Psychology and Sociology		●		
Science	●	●		
sciences				●
Sociology		●		
Spanish and Latin		●		

Vocational

Vocational and Occupational Summer Programs Leading to Type A Certificates

Location of course — The College of Education, Toronto, will offer the Initial and Completing Sessions of a two-summer program, each of five weeks' duration, leading to the Interim Vocational Certificate, Type A.

McArthur College of Education, Kingston, will offer both Initial and Completing Sessions.

Althouse College of Education, London, will offer the Initial Session only.

Dates of courses — These course will begin July 5 and end August 6, 1971.

Initial Session: Eligibility — To the initial Session will be admitted a practising teacher who:

- holds a Permanent Vocational Certificate, Type B, and
- has a statement from the director of education concerned that he has taught satisfactorily for at least two years, and
- can meet the conditions outlined in Department of Education Memorandum 1967-68:30. A copy of this memorandum is available from the college of education concerned.

Completing Session: Eligibility — To the Completing Session will be admitted a person who has obtained standing in the Initial Session, or who holds a four-year degree in Applied Science (B.Sc. or B.A.Sc.) or Architecture (B.Arch.), or Nursing (B.ScN.) as approved by the college of education concerned, and who holds an Interim Vocational Certificate, Type B, and who has a statement from the director of education concerned that he has taught satisfactorily for a minimum of one year.

Note — Candidates in this latter category will be required to complete a special program.

Occupational

Location of course — Initial and Completing Sessions leading to the Interim Occupational Certificate, Type A (practical subjects) will be offered at Toronto only.

Eligibility — To the program will be admitted a practising teacher who:

- holds a Permanent Occupational Certificate, Type B (practical subjects) and
- has a statement from the director of education concerned that he has taught satisfactorily for at least two years, and
- can meet the conditions outlined in Department of Education Memorandum 1967-68:30. A copy is available from the college of education concerned.

For detailed information about these programs, apply to:

The Director,
Technical and Industrial Arts Department,
The College of Education,
371 Bloor Street West,
Toronto 181, Ontario.

The Associate Registrar,
Althouse College of Education,
The University of Western Ontario,
1137 Western Road,
London, Ontario.

The Co-ordinator,
Technical Teacher Education,
McArthur College of Education,
Queen's University,
Kingston, Ontario.

Appendix

	Number of weeks	Althouse College of Education, London	The College of Education, Toronto	Faculty of Education, Lakehead University	McArthur College of Education, Kingston	Teacher Education Section, Faculty of Education, University of Ottawa	Begins	Ends
Business and Commerce Courses (for qualified teachers)								
Part I Intermediate	5	* ●	●			●	July 5	August 6
Part II Intermediate	5	* ●	●			●	July 5	August 6
Specialist	5	* ●	●			●	July 5	August 6
Commercial-Vocational (VC2 and VC3)								
VC2 Part I	5		●				July 5	August 6
VC2 Part II	5		●				July 5	August 6
VC3 Part I	5		●			●	July 5	August 6
VC3 Part II	5		●				July 5	August 6
VC3 Part III	5		●				July 5	August 6
Home Economics								
Part I	7					●	July 5	August 20
Part II	7		●				July 5	August 20
Part III	5		●				July 5	August 6
Part IV	5		●				July 5	August 6
Industrial Arts								
Elementary Part I	7		●				July 5	August 20
Elementary Part II	7		●				July 5	August 20
Elementary Part III	5		●				July 5	August 6
Intermediate Part I	5		●				July 5	August 6
Intermediate Part III	5		●				July 5	August 6
Specialist Part I	5		●				July 5	August 6
Specialist Part II	5		●				July 5	August 6
Specialist Part III	5		●				July 5	August 6
Initial Summer Course								
for mature students	8				●	●	July 5	August 27
for Territorial Districts	8			●			July 5	August 27
Completing Summer Course								
for mature students	7				●	●	July 5	August 20
for Territorial Districts	7			●			July 5	August 20

Continued

	Number of weeks	Althouse College of Education, London	The College of Education, Toronto	Faculty of Education, Lakehead University	McArthur College of Education, Kingston	Teacher Education Section, Faculty of Education, University of Ottawa	Begins	Ends
Occupational (Practical) Type B (Trades and/or Services)								
Part I	6		●				July 5	August 13
Part II	6		●				July 5	August 13
Occupational (Professional) Type B								
Initial	7		●				July 5	August 20
Completing	7		●				July 5	August 20
Occupational (Professional) Type A								
Initial	5		●				July 5	August 6
Completing	5		●				July 5	August 6
Physical and Health Education								
Intermediate Part I	6		●			●	July 5	August 13
Intermediate Part II	6		●		●	●	July 5	August 13
Specialist	6	●	●		●	●	July 5	August 13
School Librarianship								
Intermediate Part I	6				●	●	July 5	August 13
Intermediate Part II	6	●				●	July 5	August 13
Specialist	6		●			●	July 5	August 13
Summer Courses for Teachers with Professional Training	6		●			●	July 5	August 13
Type A Seminars (see pages 31 and 32)								
Vocational Courses Type B								
Initial	7		●			●	July 5	August 20
Completing	7		●			●	July 5	August 20
Vocational Courses Type A								
Initial	5	●	●		●		July 5	August 6
Completing	5		●		●		July 5	August 6

**Six-week courses at Althouse College of Education, beginning July 5 and ending August 13.*